

Yellowstone County



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February 23, 2021

Board of Yellowstone County Commissioners
P.O. Box 35000
Billings, MT 59107

Dear Board Members:

Please accept this letter as a written confirmation of our department's request to make a budget transfer within the PILT Fund.

Your Policy #18-121 in Section N gives my department the authority to move up to \$25,000 within a fund. This has been routinely performed over the years where unexpended funds are projected for that fund. These are then recapped both at the mid-year budget review and the end of year in a resolution for Board approval. This request, as you initiated yesterday exceeds that amount.

This letter is intended to seek formal approval to move \$50,000.00 of budgeted expenditure authority from the PILT Contingency account (2900.000.280.411800.850). This authority will be directed to the PILT Contract Services account (2900.000.280.411800.397) for covering a contract with Kinetic for services relating to Metra and the solicitation of public input on the possible master plan concept. No funds will be used as advocacy, rather this will be for developing methods of gathering feedback on possible plan options and increasing public participation in the process of plan development.

As stated above, this change will be listed with other transfers and adjustments given to the Board at the end of FY21.

Thank you for your time and consideration in this matter.

Sincerely,

A handwritten signature in blue ink that reads "Kevan Bryan".

Kevan Bryan
Finance & Budget Director